

Letter of Agreement (LOA)
Outsourcing & Externalization of Bargaining Unit Work

Between

Heartland Community College (“the College”) – Community College District 540,
the Heartland Faculty Association (“HFA”) – IFT Local 6038,
and the Heartland Adjunct Faculty Association (“HAFA”) – IFT Local 6077

Purpose

The parties enter into this Letter of Agreement to clarify and mutually agree upon the terms regarding the outsourcing or externalization of bargaining unit work in the College’s Emergency Medical Services Program and to set parameters for any future arrangements of this nature. Bargaining unit work refers to work that has traditionally and historically been performed by the bargaining unit, mainly the teaching of credit-bearing courses.

Agreement

1. Acknowledgement of Existing Arrangement

The parties acknowledge that the College currently maintains a contractual arrangement with McLean County Area EMS for delivery of certain instruction in the Emergency Medical Services Program. This arrangement constitutes an externalization of bargaining unit work.

2. Limitation on Expansion or New Arrangements

The parties agree that the current arrangement described in Section 1 may continue as presently structured. Any major change or expansion to this arrangement, or any new outsourcing or externalization of bargaining unit work in any other program or discipline, shall not occur without the mutual written agreement of both HFA and HAFA.

3. Instructor Qualifications and Standards

For the Emergency Medical Services Program, the College shall ensure that any instructors provided through McLean County Area EMS meet the College’s established hiring standards for that area of instruction.

4. Evaluation and Oversight

Instructors teaching under the arrangement in Section 1 shall be subject to the same performance expectations and evaluative processes applicable to part-time faculty at the College, including teaching observations and student course evaluations. The College shall instruct the external provider to discontinue assignment of any instructor whose performance fails to meet these expectations.

5. **No Precedent**

This agreement shall not be construed as precedent for the outsourcing or externalization of bargaining unit work in other programs or disciplines.

Signatures

For Heartland Community College

Name: Sarah J. Diel-Hunt

Title: Interim Provost & VP, Academic & Student Affairs

Date: 10/29/2025



For Heartland Faculty Association (HFA)

Name: _____

Title: _____

Date: _____

For Heartland Adjunct Faculty Association (HAFA)

Name: Jean-Marie Taylor

Title: President, Heartland Adjunct Faculty Association

Date: 10/29/2025


Jean-Marie Taylor (Oct 29, 2025 15:28:43 CDT)